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CARPOOL GETS 100-YEAR PIN

Six Library of Congress staff members who share a carpool should be recognized this month for the distinction of having earned 100 years of Library service among them. Since carpool priorities are determined by length of LC service, this accomplishment carries a practical benefit as well.

Hildegarde De Noia, Central Services Division; Elizabeth Jenkins-Joffe, General Reference and Bibliography Division; Marvin Kranz, General Reference and Bibliography Division; Maria Levitzky, Subject Cataloging Division; Arthur Lieb, Office of The Librarian; and Lawrence Marwick, Orientalia Division, are the six employees who share the carpool that makes a daily trip from Bethesda, Md., down Connecticut Ave., N.W. and through the city to Capitol Hill. Three members are Marylanders and three Washingtonians. Mr. Marwick is the senior member of the carpool, with nearly 29 years of LC service, and Mr. Kranz, who has been at the Library almost eight years, the junior member.

In addition to their parking privilege, these six people also have the advantage of sharing all the experiences of a cumulated 100 years of Library service. A carpool of long standing (five of its members have ridden together nearly four years), its existence is also good testimony to the goals of human patience and energy conservation.

There are currently 86 carpools with on-street and on-premises parking privileges.

RECORDED SOUND EXHIBIT OPENS ON JULY 18

Marking the 100th anniversary of Thomas Edison's invention of the phonograph, the Library of Congress will open a major exhibition that traces the development of recorded sound from the evolution of the phonautograph in the 1850s to the introduction of the long-playing record a century later. "'A Wonderful Invention': A Brief History of the Phonograph from Tinfoil to the LP" will be on exhibit in the Great Hall corridors from July 18 through September 30.

In addition to more than 100 items on display, historic recordings of political, literary, and musical figures will be played at listening stations located in the exhibit area. Included are the earliest known recording of an American Indian, Robert Frost's reading of his poem, "Stopping by Woods on a Snowy Evening," Enrico Caruso's first known operatic recording, and a 1917 Dixieland Jazz Band recording that launched the jazz age.

The exhibit will cover Edison's invention of the tinfoil phonograph, Alexander Graham Bell's development of a wax cylinder talking machine, and Emile Berliner's refinement of the record disc. It will trace the recorded sound industry through its formative years of fierce legal battles among competitors, the emergence of the Victor Talking Machine Company and the Columbia Phonograph Company as leaders in the disc record business after 1900, the change from

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acoustic to electrical recording in the 1920s, and the successful launching and marketing of the long-playing record in the late 1940s. In addition, the display will survey the Library's contributions to sound recording, from field tapings of folk music to the distribution of recordings to blind and physically handicapped readers in the United States.

Among more than 100 items on display will be models of early talking machines, wax cylinder and disc recordings, music company catalogs and labels, patents, advertisements, photographs, letters, and other materials.

Highlights will include a model of the world's first phonograph (ca. November 1877); pages from Edison's 1877 laboratory workbooks; a letter from Alexander Graham Bell expressing his astonishment that he had "let this invention slip through my fingers"; and one of the first "Victor" records, made on December 4, 1900.

A 40-page exhibit catalog with 20 black-and-white illustrations will be available for $2.50 a copy. *"A Wonderful Invention": A Brief History of the Phonograph from Tinfoil to the LP* will contain a history of recorded sound, prepared by James R. Smart, reference librarian, and Jon W. Newsom, head of the Reference Section, both of the Music Division, and a listing of 100 exhibit items. In addition, a 12- by 18-inch reproduction of an 1895 broadside announcing a graphophone concert will be sold for 25 cents. Both items are available at the Library's Information Counter or by mail from the Information Office. The minimum mail order is $1.

Captioned "Professional Jealousy–What happened when a Mary Garden Record met a Tettrazini Record on the Library Table," this cartoon by Albert Levering (Jack Kapp Collection, Library of Congress Music Division, ca. 1910) is included in "A Wonderful Invention."

The exhibit items have been selected from the Library's collections or have been lent by the National Park Service (Edison National Historic Site), the Smithsonian Institution, the American Foundation for the Blind, Inc., RCA Records, Inc., Charles D. Pheiffer of Takoma Park, Md., and Robert Sanders of Annapolis, Md.

JULY 4 ADOPTION OF DECLARATION SUBJECT OF LIBRARY REPRINT

Students of history, have you wondered what the Continental Congress did on July 4, 1776? According to Thomas Jefferson, delegates to the Congress spent the day working on the Declaration of Independence and adopted it "in the evening" after a long day's debate.

(Continued on p. 476)

GUESTS FROM BULGARIA, CHINA, AND JAPAN VISIT LIBRARY

A delegation of the Chinese People's Institute of Foreign Affairs and the president of the Institute, Ambassador Hao Teh-ch'ing, visited the Library on Friday, July 1. Pictured above left are Deputy Librarian William J. Welsh and T'u Kuo-wei, deputy chief, Canadian, Australian and New Zealand Affairs Division, Department of American and Oceanian Affairs, Ministry of Foreign Affairs. Above right (left to right) a delegation member and an interpreter talk with Ambassador Hao and CRS Senior Specialist in International Affairs Charles R. Gellner. The delegation's visit was sponsored by the National Committee on United States-China Relations.

In the photograph above, Mme. Lyudmila Zhivkova (center) chats with Librarian Daniel J. Boorstin and interpreter Helen Pop-Todorova before a luncheon in The Librarian's office on Wednesday, June 15. Mme. Zhivkova, who is Bulgaria's culture minister and the daughter of Bulgarian President Todor Zhivkov, toured the Library.

Pictured at the right are Orientalia Division Chief Warren M. Tsuneishi and the head of the division's Japanese Section, Andrew Kuroda, with Yasumasa Oda (far right), the director of the Systems Development Office, National Diet Library, Tokyo. Mr. Oda, who spent a week and a half at the Library, was accompanied by his wife and daughter, Mrs. John Nathan, an artist whose works are in the Library's collections.

JULY 4 ADOPTION OF DEGLARATION SUBJECT OF LIBRARY REPRINT

(Continued from p. 474)

The question is significant because it spotlights the issue of the reliability of the source materials upon which historical accounts of our nation's struggle for independence are based. Thomas Jefferson's testimony has long been a standard source for information on this period of American history, but recently discovered evidence reveals that Jefferson's memory failed him on some crucial details when he compiled his notes on the adoption of the Declaration of Independence.

In *Time and Temperature: Philadelphia, July 4, 1776,* a new reprint from the Library, author Paul H. Smith of the American Revolution Bicentennial Office postulates that Congress adopted the Declaration in the morning of July 4th rather than in the evening as Jefferson asserted. The discovery led to a fresh examination of Jefferson's notes on the subject and to the conclusion that they were written several years after the Declaration was adopted rather than soon after, as many historians have believed.

Despite Jefferson's account, the author found in original source material he gathered as editor of the *Letters of Delegates to Congress, 1774-1789,* a letter written on July 4, 1776, by a committee of Congress proving that the Declaration debate ended in the morning of that day. Following the debate, Congress turned to the chief issue of the day, emergency measures to be taken in defense against British troops recently landed at Staten Island. The committee was appointed *after* the Declaration was adopted, but its letter states explicitly: "The Congress this morning directed us to confer . . . about the proper mode of collecting the militia of this province. . . ."

Analysis of the letter also led to a critique of other sources confirming authenticity of the letter's contents. And one of those sources—the diary of Massachusetts delegate Robert Treat Paine—contained the additional information that on July 4, 1776, Philadelphians experienced a "cool day" rather than an unbearably hot one as most secondary accounts of the subject traditionally assert. "Of course it adds little to our understanding of the meaning of the Declaration of Independence to know that it was adopted in the morning of a relatively cool fourth of July," the author concludes, "but it is salutary for Americans to know upon what evidence our beliefs rest, and more than merely useful to stop occasionally to examine the nature of those sources."

Time and Temperature: Philadelphia, July 4, 1776, originally printed in the October 1976 issue of the Library of Congress *Quarterly Journal,* is available from the Information Office, Library of Congress, Washington, D.C. 20540 for 35 cents (minimum mail order $1).

STAFF NEWS

DEATH OF STAFF MEMBER

Barbara Bowman died on June 20, at her home in Washington, D.C., after a long illness.

Miss Bowman, a native of Washington, D.C., began her career at the Library of Congress as a cataloging assistant in the Descriptive Cataloging Division. Miss Bowman transferred to the former Card Division as a clerk-typist in 1956 and progressed to more responsible positions throughout her career, including catalog maintenance assistant and catalog maintenance reviser.

Miss Bowman was well liked by all her friends and co-workers and will be deeply missed.

PERSONNEL CHANGES

Dolores M. Martin has been appointed editor of the *Handbook of Latin American Studies,* Latin American, Portuguese, and Spanish Division, effective June 6. The *Handbook of Latin American Studies* (HLAS) is an annual, selective, annotated bibliography of current publications on Latin America that began publication in 1936 and has been compiled by the staff of the Latin American, Portuguese, and Spanish Division since 1944. It is a cooperative enterprise initially designed by scholars and is compiled by a corps of more than 100 distinguished contributing editors, under the editorial direction of the HLAS section of the division.

Mrs. Martin has had extensive experience in the preparation of this annual publication. She has worked in the HLAS section since 1970 and has served as the assistant editor since October 1971 and as acting editor since January of this year. A native of Cordoba, Argentina, she graduated from Vassar College in 1956 and has taken graduate studies at American University. Before coming to the Library of Congress, Mrs. Martin worked as a researcher and writer for the Argentine Embassy (1956-63), as a research consultant for the Office of Higher Education of the Inter-American Development Bank (1965-66), and as a research associate with the Center for Research in Social Systems of American University (1965-69).

She is a member of the Modern Language Association, the Latin American Group of the American Anthropological Association, and the Latin American Studies Association. She is a member of the Committee on Women in the last organization. Mrs. Martin has published articles in the *New York Times, The Washington Post,* and *The Washingtonian.* She is a member of the Library's Women's Program Advisory Committee.

Appointments: Charles S. Hottel, Jr., programmer, GS-11, CDS, 4669; John Karr, economic analyst, GS-7, CRS E, 4759; Apryl Newman, clerk-typist, GS-3, Cat Publ, OP 8-500; Quinn Robinson, shelflister, GS-5, Subj Cat, 4584; Bernard Segal, library information systems specialist, GS-11, CDS, 4335.

Temporary Appointments: Jeannine Anderson, clerk-typist, GS-1, Cop Serv, NP; Stephen Baskerville, library aid, GS-3, MARC Ed, NP; N. Alicia Byers, paralegal assistant, GS-9, Cop Reg, 4535; Sabrena Carney, clerk-typist, GS-1, Cop Ref, NP; Margaret Cosgrove, library aid, GS-3, Desc Cat, NP; Melinda Henderson, library aid, GS-1, Rare Bk, NP; Robin Johnson, library aid, GS-3, Cat Publ, NP; Marshall Leaffer, attorney, GS-13, Cop Ref, 4482; John Phelps, reference clerk, GS-3, CRS Ed, NP; Atlee Valentine, caption assistant and searcher, GT-5, P&P, NP; Matherene Washington, library aid, GS-3, Cat Mgmt, NP; Kathleen Webster, library aid, GS-1, FRD, NP; Martin Weinstein, library aid, GS-3, Share Cat, NP.

Reappointments: Rita Horwitz, motion picture cataloging and processing librarian-reviser, GS-12, P&P, NP; Julie Moury, library technician, GS-4, CIP, 4586; SuSun Rowe, library aid, GS-3, NUCPP, NP.

Promotions: Hugh L. Elsbree, Jr., to legal advisor to the director, GS-15, CRS D, 4635; John Greene, to reviewer-reviser, GS-11, Cop Cat, 4719; Joyce Lightfoot, MARC Dev, to secretary to the assistant director for bibliographic systems, GS-8, BSO, 4611.

Transfers: Robert Keith, CRS S, to analyst in American national government, GS-9, CRS G, 4673; Joyce Lightfoot, Photodup, to secretary to the chief, GS-7, MARC Dev, NP.

Resignation: David Pexton, E&G.

STAFF ACTIVITY

Thomas H. Kang, senior reference librarian, Chinese and Korean Section, Orientalia Division, is the author of an article on "Korean Literature and Bibliography" in the *Encyclopedia of Library and Information Science* (New York, Marcel Dekker, Inc., 1977) [Z1006.E57]. The article appears in Vol. 21, under the entry, Oriental Literature and Bibliography.

ANNOUNCEMENT

The **American Red Cross Bloodmobile Unit** will visit the Library on Wednesday, July 27, from 9 a.m. to 2:45 p.m. in the Whittall Pavilion. Donors from the Navy Yard Annex, Taylor St. Annex, and Massachusetts Ave. Annex are requested to use the regular shuttle bus service to the Library of Congress Building. Staff members wishing to donate blood should register with keyworkers in their respective divisions.

In accordance with LCR 2015-17.4, all blood donors may be granted a maximum of four hours excused absence, which includes the actual time spent giving blood and a rest and recuperative period immediately following. The time of donation must be approved by the supervisor and a Form 13-73a (Blood Donation Verification) must be submitted to the supervisor following donation.

Arrangements for blood replacement for Library personnel and members of their families may be made by calling Audrey H. Parsons, Health Services Office, ext. 6053.

LIBRARY OF CONGRESS PUBLICATIONS

HABS Reproductions Now Available

The complete collection of the 34,000 measured drawings which form the Historic American Buildings Survey (HABS) in the Library of Congress is now available for purchase on microfilm or electrostatic prints. The drawings were prepared under the auspices of the National Park Service and were transmitted to the Library of Congress between 1933 and 1976. The drawings include selected historical structures in 50 states, Puerto Rico, the Virgin Islands, and the Canal Zone.

The complete microfilm edition, grouped by state, is available on 66 reels of 35 mm silver halide, safety base microfilm for $690, postage included. Reels of individual states are available at prices ranging from $9.50 to $14.50 per reel. Electrostatic (Xerox Copyflo) prints are also available in reduced size (from eight to nine inches in width). The complete collection in this format is $3,975. Specific items may also be ordered as full-size reproductions as positive blue line or black line diazo prints, photodirect prints, and photographic prints.

Further information about HABS materials and related prices are available from the Prints and Photographs Division, Library of Congress, Washington, D.C. 20540. The circular (C-306) detailing ordering information is available from the Library's Photoduplication Service.

Accessions List: India. ISSN 0041-7734. Vol. 16, No. 7. July 1977. Continuing subscriptions free to libraries upon request to the field director, Library of Congress Office, American Embassy, New Delhi, India.

Accessions List: Middle East. ISSN 0041-7769. Vol. 15, Nos. 5 and 6. May and June 1977. Continuing subscriptions free to libraries upon request to the field director, Library of Congress Office, American Embassy, Cairo, Arab Republic of Egypt.

Catalog of the 25th National Exhibition of Prints. 1977. (16 p.) An illustrated catalog to accompany the exhibition of contemporary prints sponsored jointly by the Library of Congress and the National Collection of Fine Arts. Free upon request from the Central Services Division, Library of Congress, Washington, D.C. 20540.

National Union Catalog of Manuscript Collections. 1976. *Index 1975-76.* Catalog (xxxv, 264 p.) Index (viii, 290 p.) Compiled by the Library of Congress from reports provided by American repositories with assistance from the Council of Library Resources, Inc. For sale by the Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541 at $50.

Time and Temperature: Philadelphia, July 4, 1776. 1977. (6 p.) Reprinted from the October 1976 *Quarterly Journal of the Library of Congress,* this article explores the accounts of the events surrounding the adoption of the Declaration of Independence and reveals evidence that suggests the Declaration was adopted on the morning of July 4, rather than later in the day, as scholars have thought previously. For sale by the Information Office, Library of Congress, Washington, D.C. 20540 for 35 cents. The minimum mail order is $1.

Library of Congress Regulation: No. 2014-5 (June 27) updated the regulation to conform with the current law on holiday designations.

Special Announcements: No. 841 (June 2) concerned a special assignment for Walter W. Ristow, chief of the Geography and Map Division; No. 842 (June 7) gave the Fourth of July holiday schedule; No. 843 (June 8) announced the appointment of Norman J. Shaffer as national preservation program officer, Preservation Office; No. 844 (June 24) listed the current counselors for the Equal Opportunity Program; No. 845 (June 29) issued instructions on submitting annual reports for 1977.

Press Releases: No. 77-63 (June 14) Library of Congress Considers New Patterns for Display of Bibliographic Material; No. 77-64 (June 14) Norman J. Shaffer Appointed National Preservation Program Officer at Library of Congress; No. 77-65 (June 14) Portrait of James Madison's Early Love Presented to Library of Congress; No. 77-66 (June 15) LC Specialist in Government Bibliography Dies; No. 77-67 (July 5) Library Issues Network Planning Document; No. 77-68 (June 22) National Exhibition of Prints Opens at NCFA; No. 77-69 (June 28) Setting for Adoption of Declaration of Independence Subject of LC Reprint; No. 77-70 (July 1) Folklife Project Planned in South-Central Georgia; No. 77-71 (June 30) Library of Congress Reprints Catalog of Mathew Brady Civil War Photographs.

NEWS IN THE LIBRARY WORLD

Archives Institute Held

Participants of the 38th Institute in Modern Archives Administration, held in Washington, D.C., spent June 15 at the Library of Congress in a program organized by the Manuscript Division.

Manuscript Division staff members who addressed the gathering were John C. Broderick, chief, who spoke on "Acquisition of Manuscripts and Personal Papers, Past History and Present Practice," John D. Knowlton, head of the Preparation Section, on "Organization, Description, Preservation, and Handling," Carolyn H. Sung, head, Reference and Reader Service Section, and John McDonough, manuscript historian, on "Reference and Reader Service." Alan Virta, Manuscripts Section, Descriptive Cataloging Division, discussed *The National Union Catalog of Manuscript Collections.* The day concluded with tours of the division and the Library.

The Institute is sponsored by American University in cooperation with the National Archives and the Library of Congress. Approximately 40 archivists and curators participated in the 38th Institute, which was headed by C. F. W. Coker, of the Printed Archives Branch, National Archives and Records Service, and editor of *The American Archivist.*

COMING EVENTS

The School of Library and Information Science of the **State University of New York** is offering several workshops this fall: Public Relations for Libraries on September 9 and October 7, Journal Collection Management on October 20-21, and The Educational Value, Selection, and Management of Nonprint Learning Resources on November 4-5. The cost of each workshop varies from $20 to $30 and participation is limited. Further information is available from Lucille Whalen, Coordinator of Continuing Education, School of Library and Information Science, State University of New York, Albany, N.Y. 12222.

The **39th FID (International Federation for Documentation) Conference and Congress** will be held in Edinburgh, Scotland, on September 18-25, at the invitation of the United Kingdom National Member of FID, ASLIB. The conference, on September 18-23, will consist of meetings of the FID General Assembly, Council, Executive Committee, and special committees. The Congress, to be held September 24-25, will take up the theme, "New Trends in Documentation." Further information is available from either FID, 7 Hofweg, The Hague, Netherlands, or Elizabeth Lowry-Corry, Conference Organiser, ASLIB, 3 Belgrave Square, London SW1X 8PL, United Kingdom.

The **Kent State University Libraries** have announced a series of workshops on the effective use of OCLC for the coming year. The workshop dates are October 9-14, November 13-18, February 26-March 3, April 23-28, and June 4-9, and the contact person is Anne Marie Allison, Associate Professor, Library Administration, Kent State University Libraries, Kent, Ohio 44242, tel. (216) 672-3021.

The **Middle East Librarians Association** will hold its sixth annual meeting on Wednesday, November 9, in the New York Public Library's Orientalia Division, in conjunction with the annual meeting of the Middle East Studies Association of North America. Further details are available from Janet Heineck, secretary-treasurer, MELA, Room 560, University of Chicago Library, Chicago, Ill. 60637. Information about the MESA meeting may be obtained from the MESA Headquarters and Secretariat, 50 Washington Square South, New York, N.Y. 10003.

APPOINTMENTS

Antonio Rodriguez-Buckingham has been named director of the Division of Library and Information Science, St. John's University, effective June 23. He holds degrees from the University of Washington, Harvard University, and the University of Michigan, was head librarian of the Tozzer Library, Peabody Museum at Harvard, and has been actively engaged in research on printing in colonial Spanish America.

The **National Commission on Libraries and Information Science** (NCLIS) has announced the appointment of six persons to serve as the Program Planning Team for the White House Conference on Library and Information Services (WHCLIS). Members of the team will start their assignments between August 1 and October 1. Ruth Tighe will take a leave of absence from her present position as research associate for NCLIS to serve as coordinator of the team. Other members are Kevin Flaherty, library development consultant to the State Library of Ohio; Ron Linehan, program analyst, Department of Planning and Management, Texas State Library; Heather Nicoll, user support librarian, Washington Library Network, Washington State Library; Mary Power, executive secretary of the Association of State Library Agencies and the Health and Rehabilitative Services Division of ALA; and Jean-Anne South, library and cultural resources planner, Regional Planning Council, Baltimore, Md.

ANNOUNCEMENTS

Responsibility for conducting the **National Book Awards** has been shifted from the American Academy and Institute of Arts and Letters to the Association of American Publishers (AAP). AAP has agreed to assume direct responsibility for planning and managing the awards, and the Academy/Institute has decided to sever its connection with the awards. AAP's responsibility will be handled through an Awards Steering Group headed by Herman Gollob of Atheneum and including several members of the General Publishing Division of AAP and AAP President Townsend Hoopes.

The **National Commission on Libraries and Information Science** (NCLIS) has issued two of three basic documents signalling the official start of planning for the state and territorial conferences to precede the White House Conference on Library and Information Services set for September 1979 in Washington, D.C. The preliminary conferences are to be held between September 15 of this year and April 30, 1979. The initial document, a memorandum from Alphonse F. Trezza, executive director of NCLIS, formally spells out the decisions reached by the White House Conference Advisory Committee and officially adopted by NCLIS covering such areas as designation of responsible agency in states and territories, state advisory and planning committees, dates, durations, and sites of conferences, funding, and the suggested size and selection of state delegations. The second document provided to states and territories is a questionnaire which, when completed and submitted, will constitute the official letter of intent. Upon approval of the letter of intent, 20 percent of the projected grant to each state will be awarded. The third document, which was to have been issued around July 1, will require full program and budget information. NCLIS is located at 1717 K St. N.W., Suite 601, Washington, D.C. 20036.

The names of the newly elected officers of the **Law Librarians Society of Washington, D.C.**, have been

announced. The president is Maureen M. Moore, library director, Federal Trade Commission; vice president, Anne E. Stewart, chief of the Library Division, U.S. Department of the Treasury; corresponding secretary, Kamla J. King, associate librarian, Steptoe and Johnson; recording secretary, Elisabeth S. Jackson, head librarian, Antioch School of Law; and treasurer, Thomas B. Fleming, librarian, Law Branch, U.S. Department of Commerce. Newly elected to the Board of Directors are Ellen P. Mahar, librarian, Shea and Gardner; Victoria M. Ward, librarian, Morgan, Lewis and Bockius; Signe Larson, chief, Research Services, U.S. Department of the Interior; and Patrick E. Kehoe, law librarian, American University.

The New York State Education Department has approved a post-master's sixth-year program in library and information studies for the **Palmer Graduate Library School**, Greenvale, N.Y. The 30-credit program leads to a Certificate of Advanced Studies and covers three areas of specialization—management of libraries and information centers, information science, and subject specializations in librarianship. Further information on the program and on requirements for the fall semester is available from the Dean's Office, Palmer Graduate Library School, C. W. Post Center, L.I.U., Greenvale, N.Y. 11548, tel. (516) 299-2855.

The **Joint Committee on Printing** has authorized the Government Printing Office to convert certain publications distributed to depository libraries to microfiche format. During the first year of the program, it is anticipated that three million microfiche will be shipped to depository libraries; located throughout the United States, these libraries are those designed by Members of Congress or by law as official depositories and are authorized to receive specified Government publications and documents. All filmed material will be commercially produced in a standard 98 frame 24:1 reduction ration microfiche format. It will not be available for sale to the public.

AWARDS

The **British Library Association** has named the recipients for three awards for major contributions in various aspects of book publishing in 1976. The Wheatley Medal, for an outstanding index, went to Volume 11 of *The Works of John Wesley*, compiled by John A. Vickers and published by the Clarendon Press. The Besterman Medal, for an outstanding bibliography or guide, was awarded to the Central Statistical Office's *Guide to Official Statistics, No. 1, 1976*, issued by Her Majesty's Stationery Office. The McColvin Medal, for an outstanding reference book, was presented to C. Geoffry Allen, former superintendent of reader services, British Library of Political and Economic Science, for *A Manual of European Languages for Librarians*, published by Bowker.

The **Association for Recorded Sound Collections** has received a grant from the National Endowment for the Humanities for $15,000 to fund partially a catalog of commercially issued pre-LP recordings of classical music and spoken word. Six archives are participating in the planning for such a project: the Library of Congress, New York Public Library, Stanford University, Syracuse University, the University of Toronto, and Yale University.

NEW PUBLICATIONS

Gale Research Co. has recently published Issue No. 1 of the *Book Publishers Directory*, a quarterly periodical service that will sell for $75 a year. Each quarterly issue contains 600-700 entries arranged in a single alphabet and, beginning with the second issue, two cumulative indexes—the Publishers and Personnel Index and a Subject Index. The directory is edited by Elizabeth Geiser and Annie Brewer. Annual subscriptions are available from Gale, Book Tower, Detroit, Mich. 48226. The current subscription includes the June, September, and December 1977 and March 1978 issues.

The International Council on Archives Microfilm Committee has issued *Bulletin 5* (Budapest, 1975, 104 p.), including a report of the Microfilm Committee to the Council's Executive Committee and five articles on archival microfilming and microfilming techniques. *Bulletin 5* is published by the Archives Nationales de Hongrie, Budapest 1, Bécsi kapu tér 4, Hungary.

Specialist periodicals published in 29 Commonwealth developing countries are listed in an updated guide, *Commonwealth Specialist Periodicals: An Annotated Directory*, originally issued in 1972 as *Commonwealth Directory of Periodicals*. The directory covers 1,375 publications, and entries are classified under subject headings and indexed by country. *Commonwealth Specialist Periodicals* is available for £3 per copy (postage included for surface) or for £2 for a microfiche version, from the Publications Section, Commonwealth Secretariat, Marlborough House, Pall Mall, London, SW1Y 5HX, England.

APPENDIX

EVALUATION OF THE TRAINING, APPRAISAL, AND PROMOTION (TAP) PROGRAM FISCAL YEAR 1974-FISCAL YEAR 1977

by Eugene Walton, Coordinator
Affirmative Action Program

The Equal Employment Opportunity Act of 1972 (legal mandate for the Library of Congress Affirmative Action program) required "the establishment of training and education programs designed to provide a maximum opportunity for employees to advance so as to perform at their highest potential." The response to this requirement in most Government agencies was the establishment of career training programs, both within the organization and outside (in colleges and universities with some form of tuition assistance), with the assumption that employees, once trained, could then compete for higher level positions more or less on their own.

The Library of Congress provides this kind of opportunity for its employees through the Tuition Support Program under which employees may receive up to $800 per year in tuition payments for after-hours courses at local colleges and universities. This training and education can be in any field of their choice and is coupled with professional counseling designed to assist the employees in getting ahead in careers more or less on their own. The Library's Affirmative Action Program goes further, however, in that it also provides a separate program under which higher level positions are accessible through a separate competitive program called TAP (Training, Appraisal, and Promotion).

During the past three years, 129 employees have successfully completed and advanced their careers at the Library of Congress through the TAP Program. The Library recently evaluated the impact of TAP utilizing program generated statistics and the opinions of TAP employees and their supervisors. How the Library of Congress TAP Program works and has been evaluated follows.

HOW TAP WORKS

Any regularly filled position may be used in the TAP Program. The required qualifications for the position, however, are reduced to less than would be otherwise required to enable the participating employees to be given affirmative action training to make up for the difference. A key feature of TAP is the Training Agreement, a kind of contract between the employee and the Library, which states the responsibilities of the candidate for completing training and demonstrating competence on the job, and the responsibilities of the Library for appraising and promoting the employee upon evaluation of satisfactory performance. The typical Training Agreement runs for 12 months, to initial promotion, or longer if multiple promotions up the TAP ladder are involved. At the beginning of each fiscal year each department of the Library pledges to fill a certain number of its positions under the TAP Program (these pledges are just that—good faith efforts, not hard quotas). Provisions are made for employees to return to their original or an equal position if the TAP assignment or individual abilities do not measure up. This rarely occurs.

A STATISTICAL ANALYSIS OF THE TAP PROGRAM, 1974-1977

During the three-year history of the TAP Program, 162 positions were pledged by the Library of which 129 (80 percent) were posted and filled. The largest participation occurred in 1975 when 50 positions were pledged and 50 filled. The quality of the positions offered in the TAP Program may be viewed in terms of grade levels and nature relative to professional or non-professional series. In terms of entry grade levels the most common was at GS-5 ($9,303-$12,093) which accounted for 54 of the 129 positions, followed by GS-7 ($11,523-$14,979) (34 positions). With respect to professional/non-professional classifications, 47 of the 129 positions (36 percent) were classified as professional (librarian, research analyst, accountant, personnel staffing specialist, as examples). The non-professional positions were mostly library technician, copyright technician, and searcher filer.

In terms of race, the largest share of the positions were filled by blacks (84 positions or 66 percent), whites (40 positions or 31 percent), Orientals (4 posi-

tions or 3 percent), and one Spanish-speaking employee (less than 1 percent). In terms of sex, females received 80 positions (62 percent) and males received 49 positions (38 percent). In terms of the grade level of positions received, the average grade for Orientals was highest at GS-7 (all four positions received by Orientals started at GS-7); the average grade for whites was 5.68; for blacks 5.43; and the one position awarded to a Spanish-speaking employee was at grade GS-7. The average grade level for all 129 positions was 5.56.

The promotion plan grade levels of the positions were analyzed also. The promotion plan grade level is the highest grade to which the incumbent employee may be promoted on the basis of individual performance without competition from other candidates. Most of the TAP promotion plans terminated at the GS-9 level ($14,097-$18,327), followed by those at GS-7 level ($11,523-$14,979). Thirty of the TAP promotion plans terminated at GS-12 ($20,442-$26,571) or higher.

REACTIONS AND EVALUATIONS OF TAP EMPLOYEE PARTICIPANTS

A questionnaire survey of TAP employees was conducted in April. At that time 118 of the 129 employees who had received TAP appointments were still on the staff. Each was sent a questionnaire and 77 (65 percent) completed and returned the form. The questionnaire asked for their evaluations of the TAP Program as a whole and each component part of the program as it is administered. The results are summarized below under the headings Importance and Satisfaction with Job Situation, Overall Evaluation, Supervision, Procedures, Training, and Promotions and Promotion Plans.

Importance and Satisfaction with Job Situation

Eleven job factors or rewards were identified and employees were asked to rate these in terms of the factor's or reward's importance to them and to what extent they felt the TAP Program aided in their achieving the factor/reward. They rated the factor/reward on a five point scale of Very Low, Low, Medium, and High, or Very High. Their ratings were converted to numerical values for purpose of analysis (Very Low rated 1, and Very High, 5). The table below shows how TAP employees ranked the factor/reward both in terms of importance and satisfaction.

Factors/Rewards	*Importance (Mean Score)*	*Satisfaction (Mean Score)*
Interesting and challenging work	4.44	3.83
Promotion	4.33	3.68
Acknowledgement of work	4.23	3.57
Professional achievement	4.20	3.69
Job security	4.13	3.68
An understanding and fair supervisor	4.11	3.21
Participation in decision-making processes that affect me	4.01	3.12
Recognition of personal needs	3.86	3.36
Favorable working conditions	3.83	3.21
Interesting co-workers	3.65	3.02
Some influence in determining how assigned work will be completed	3.64	3.15

It should be noted that the six factors/rewards considered most important to TAP employees were the same factors/rewards with which they were most satisfied in the TAP Program. Another way of viewing satisfaction would be to look at the critical differences between the employees ratings for importance and satisfaction. Using the latter approach among the six factors which are most important and with which they are most satisfied, job security ranks first in satisfaction (difference of .45), followed by professional achievement (.51), interesting and challenging work (.61), promotion (.60), acknowledgement of work (.66) and an understanding and fair supervisor (.90).

Overall Evaluation

TAP employees responded very positively to the question of how satisfied they were all in all with the TAP Program with a mean score of 4.05 out of a possible 5.0 on a very dissatisfied (value 1) to very satisfied (value 5) scale. The next most positive scores were for satisfaction with the supervisor (3.95), the job (3.95), the Library as a place to work (3.8), and with the promotion plan (3.58). In another question

they were asked to what extent they felt that the TAP Program really offers an opportunity for upward mobility, to which they responded at a level falling between to some extent and to a great extent (mean 3.62).

Supervision

Four questions on supervision dealt with TAP employees' perceptions of their supervisor's interest in their success, familiarity with the objectives of the program, confidence in the employee's ability to perform assigned tasks, and whether they felt the supervision would rather not have a TAP employee under his or her supervision. Employees were the most positive that their supervisors had confidence in their abilities to do the assigned work (mean 4.02) and the next most positive about the supervisor's genuine interest in their success as a TAP trainee (3.54). The employees were less positive that their supervisors were familiar with the objectives of the TAP Program (3.43) and least positive that the supervision would rather not have a TAP employee (mean 2.63). Where a low value would be positive, this mean converts to 3.67 on a scale comparable to others reported here.

Procedures

TAP employees were reasonably satisfied with the procedures used to select TAP employees and with procedures used to evaluate their progress during the training period (3.47 in both cases).

Training

Employees responded most positively to the question of the extent to which the knowledges, skills, and abilities that they acquired as TAP trainees related to the duties that they were currently performing (3.94). They were also positive to the ideas of holding all training in the Library as opposed to outside facilities and conducting all training (including college and university attendance) during duty hours as opposed to after-hours (both scores 3.81). Employees were less positive that training agreements were clear-cut and reasonable (3.49) and least positive that training activities were sensibly organized (3.06).

Promotions and Promotion Plans

Fifty of the seventy-seven respondents indicated they were either fairly satisfied (29) or very satisfied (21) with their TAP promotion plans. In terms of scaled mean scores, however, their understanding of the promotion plans at the time of selection was higher than their satisfaction with the plans (3.83 *vs.* 3.58). They were reasonably positive that the TAP Program improved their promotional opportunities (3.98) and least positive that promotion plans for TAP are as high as those for non-TAP positions. (The question was asked in the negative, yielding a score of 2.71, which converts to 3.29 on a scale comparable to others reported here.)

At the time of the survey 24 of the 77 employees responding reported they were in grades GS-6 or below, 26 at GS-7 or GS-8, 23 at GS-9 or GS-10, and 4 were in grades GS-11 or above. In terms of promotion plans, 10 reported they were in no promotion plan, 29 were in plans that topped out at GS-8 or below, 18 were in plans that topped out at grades GS-9 through GS-11, and 15 were in plans that topped out at GS-12 and above. The majority of those responding (48) reported that they received their first promotion in the TAP Program within their first year.

REACTIONS AND EVALUATIONS OF TAP SUPERVISORY PARTICIPANTS

During the three-year history of the TAP Program, a total of 122 supervisors were directly involved in the training, appraisal, and promotion of TAP trainees. The attitudes and opinions of these supervisors were surveyed to determine how they ranked TAP employees performance in comparison with those of non-TAP employees performing the same tasks and how they evaluated the TAP selection and operating procedures in comparison with the Library's regular procedures.

Of the 122 supervisors surveyed, 102 (84 percent) returned completed forms. Not all 102 supervisors responded to every question, but none of the questionnaires was rejected as unusable.

Areas in Which TAP Employees Were Superior Performers

In at least nine of the questions asked of TAP supervisors they were requested to make direct comparisons between their TAP employee and other employees performing the same jobs. In six out of nine instances, supervisors found TAP employees to be superior performers to other non-TAP employees. Supervisors said that TAP employees were superior in terms of their ability to learn the requirements and tasks of the job, that TAP employees had greater initiative, that TAP employees were more dependable, that TAP employees exhibited superior com-

munication skills, that TAP employees produced a higher quality of work, and that TAP employees possessed superior written communication skills.

Area in Which TAP Employees Were Equal Performers

When asked where they would rank the TAP employee in a large group of persons holding the same job, more supervisors indicated the middle third (43 percent), while 41 percent placed TAP employees in the upper one-third and 14 percent placed TAP employees in the lowest one-third.

Area in Which TAP Employees Were Inferior Performers

The area in which supervisors rated TAP employees less favorably than non-TAP employees was in the amount of supervision required. Supervisors felt that TAP employees required more supervision.

Other Comments

Supervisors indicated that they felt the selection procedures used by the TAP Program were less effective than the Library's regular procedures, that TAP employees met or exceeded performance requirements, and that most supervisors understood the TAP Program before becoming involved with it and received support from their own supervisors. Almost three-fourths (71 percent) said the program met their expectations, (14 percent) said it exceeded their expectations), and 13 percent said it fell short of their expectations. In response to the question whether they would place this individual in his or her current job if they had it to do over again, 63 percent responded definitely yes or very definitely yes, while 5 percent responded definitely no or very definitely no; 16 percent said probably yes and 14 percent said probably no.

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